California Relief Grant Program

This Program is funded by the State of California
We Are Your Statewide Arts Advocacy Organization

Californians for the Arts is the only comprehensive, multidisciplinary organization focused on advancing and building public awareness of the value and impact of arts, culture and creativity across California.

California Arts Advocates develops strategies and policies and employs a lobbying firm to directly influence funding and legislation for the arts and creative industries.
“To be an effective arts advocate, we need to speak with one voice.”

— Victoria Hamilton, President, Californians for the Arts/California Arts Advocates
ROUND 4 (ARTS & CULTURAL PROGRAM)

EXISTING and NEW Arts and Cultural Nonprofit Applicants → Documentation Collection → Scorecard

ROUND 4 Closed March 26, 2021

**APPROVED**

Validation

Grant Agreement and W-9

Distribute Award

**NOT SELECTED**

Applicants do not meet the program’s minimum requirements
## Opportunities to Be Selected

<table>
<thead>
<tr>
<th></th>
<th>Small Businesses</th>
<th>Arts &amp; Cultural Nonprofits</th>
<th>All Nonprofits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Existing Applicants</strong> (Eligible and/or Waitlisted Only)</td>
<td><strong>Round 3</strong> (Waitlisted from Rounds 1 and 2)</td>
<td><strong>Round 3</strong> (Waitlisted from Rounds 1 and 2)</td>
<td><strong>Round 3</strong> (Waitlisted from Rounds 1 and 2)</td>
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<tr>
<td></td>
<td>Round 5</td>
<td>Round 4 (Arts &amp; Cultural)</td>
<td>Round 5</td>
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<td>Round 6</td>
<td>Round 5</td>
<td>Round 6</td>
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<tr>
<td><strong>New Applicants</strong></td>
<td>Round 5</td>
<td>Round 4 (Arts &amp; Cultural)</td>
<td>Round 5</td>
</tr>
<tr>
<td></td>
<td>Round 6</td>
<td>Round 5</td>
<td>Round 6</td>
</tr>
</tbody>
</table>

Based on eligibility and business type, there are multiple opportunities to be selected for grant funding. If an eligible applicant is waitlisted in one distribution round, they will automatically be rolled over into the next application opportunity. For example, if you are an eligible nonprofit cultural institution but were not selected in Round 4 (Arts & Cultural Program), you will be allowed to submit a new application in Round 5. If you are then waitlisted in Round 5, you will automatically be rolled over into Round 6 for consideration.
Eligibility - Nonprofit Organizations

Qualified Small Business
- Registered 501(c)(3), 501(c)(6) or 501(c)(19) nonprofit entity that has an annual gross revenue of at least $1,000 and up to $2.5 million in the 2019 taxable year
- An annual gross revenue of at least $1,000 and up to $2.5 million in the 2019 taxable year
- Began operating prior to June 1, 2019

Impacted by COVID-19 Pandemic
- Is currently active and operating, or has a clear plan to reopen when the state permits reopening of the business
- Has been impacted by COVID-19 and the related health and safety restrictions, such as business interruptions or business closures incurred as a result of the COVID-19 pandemic

Provides Necessary Documentation
- 2019 tax return or Form 990, 990EZ, Postcard 990
- Provides an acceptable form of government-issued photo ID
Eligibility - Small Businesses

Qualified Small Business
- A sole proprietor, independent contractor, 1099 employee, C-corporation, S-corporation, cooperative, limited liability company, partnership, or limited partnership
- An annual gross revenue of at least $1,000 and up to $2.5 million in the 2019 taxable year
- Began operating prior to June 1, 2019

Impacted by COVID19 Pandemic
- Is currently active and operating, or has a clear plan to reopen when the state permits reopening of the business
- Has been impacted by COVID-19 and the related health and safety restrictions, such as business interruptions or business closures incurred as a result of the COVID-19 pandemic

Provides Necessary Documentation
- 2019 tax return
- Provides an acceptable form of government-issued photo ID
Ineligible Organizations and Businesses

Businesses without a physical location in California

Government entities (other than Native American Tribes) or elected official offices

Businesses or organizations primarily engaged in political or lobbying activities

Fiscally Sponsored Organizations

CDFI- Community Development Financial Institutions

Religious Organizations
Eligible Expenses

Employee Expenses
● All employee expenses including payroll costs, health care benefits, paid sick, medical, or family leave, and insurance premiums

Working Capital
● Working capital and overhead, including rent, utilities, mortgage principal and interest payments, and debt obligations (including principal and interest) incurred before March 1, 2020

Expenses Related to Reopening / Compliance
● Costs associated with re-opening business operations after being fully or partially closed due to state-mandated COVID-19 health and safety restrictions and business closures • Costs associated with complying with COVID-19 federal, state or local guidelines for reopening with required safety protocols, including but not limited to equipment, plexiglass barriers, outdoor dining, PPE supplies, testing, and employee training expenses
● Any other COVID-19 related expenses not already covered (for the same period) through grants, forgivable loans or other relief through federal, state, county or city programs
## Grant Funding Structure

<table>
<thead>
<tr>
<th>Eligible Business Gross Revenue (2019 Taxable Year)</th>
<th>Grant Award Available Per Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual gross revenue $1,000 to $100,000</td>
<td>$5,000 grant</td>
</tr>
<tr>
<td>Annual gross revenue greater than $100,000 up to $1,000,000</td>
<td>$15,000 grant</td>
</tr>
<tr>
<td>Annual gross revenue greater than $1,000,000 up to $2,500,000</td>
<td>$25,000 grant</td>
</tr>
</tbody>
</table>
California Relief Grant Program

This Program is funded by the State of California

CALIFORNIA SMALL BUSINESS RELIEF GRANT PROGRAM

IMPORTANT INFORMATION

Grant Program for For-Profits

Round 5
Application Start Date: March 25th – March 31st, 2021

APPLY NOW

Contact Information:
CFTA Relief Grant Representative
reliefgrant@californiansforthehearts.org
916-905-5397

REQUIRED DOCUMENTATION TO APPLY
- Application Certification (Download Form Here)
- Government Issued Photo ID
- 2019 Tax Return or 2019 1099 (1099s are for Sale Props Only)

ADDITIONAL DOCUMENTATION FOR APPLICANTS CHOSEN FOR A GRANT
- (One of the following): Articles of Incorporation, Certificate of Organization, First Name of Registration, or Government-Issued Business License - Bank Verification

GRANT AMOUNTS
- $5,000 - $25,000

ELIGIBILITY REQUIREMENTS
- Active for-profit business or individual DBA as a business
- Must be in business on or before June 1st, 2019
- Gross annual revenue between $1,000 - $2,500,000
- Use of funds must be related to COVID-19

Grant Program for Non-Profits

Round 5
Application Start Date: March 25th – March 31st, 2021

APPLY NOW

Contact Information:
CFTA Relief Grant Representative
reliefgrant@californiansforthehearts.org
916-905-5397

REQUIRED DOCUMENTATION TO APPLY
- Application Certification (Download Form Here)
- Government Issued Photo ID
- 2019 990 Tax Return

ADDITIONAL DOCUMENTATION FOR APPLICANTS CHOSEN FOR A GRANT
- Proof of Federal Tax Exemption
- (One of the following): Articles of Incorporation, Certificate of Organization, Fictitious Name of Registration, or Government-Issued Business License - Bank Verification

GRANT AMOUNTS
- $5,000 - $25,000

ELIGIBILITY REQUIREMENTS
- Active non-profit registered as a 501(c)(3), 501(c)(4), or 501(c)(19)
- Must be in operation on or before June 1st, 2019
- Gross annual revenue between $1,000 - $2,500,000
- Use of funds must be related to COVID-19
This information is all about the authorized representative filling out the application.

Let's get started with your application (California Small Business Relief Grant Program)

Authorized Representative - Statement of Information SOS

First Name *
Email Address *
Owner cell Phone *
Business Name *

Last Name *
Confirm Email Address *
Confirm owner cell Phone *
Zip Code of Business *

I accept the SMS/Text Policy
Authorized Representative Details

This area includes personal information about the authorized representative in your business/organization President/CFO.

Owner Details (Authorized Representative of the Non-Profit)

Owner First Name *
CA

Owner Email *
CARElief4@yopmail.com

Owner Address [Please do not enter PO Box] *

Owner City *

Owner Zip *
92101

Owner date of birth (mm/dd/yyyy) *

Owner Last Name *
Relief Grant

Owner Cellphone *
888-888-8888

Owner Address 2 [Please do not enter PO Box]

Owner State *

Owner County *

Owner Social Security (#SSN) *

Percent of Ownership *
Nonprofits 0%

Businesses - % of owner applying

Required for OFAC

I accept the Terms and Conditions

Save & Agree
**Business or Organization Information**

This section is all about your business or organization.

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Name *</td>
<td>Californians for the Arts</td>
</tr>
<tr>
<td>Organization Name</td>
<td></td>
</tr>
<tr>
<td>Business EIN</td>
<td>Only digits, cannot contain</td>
</tr>
<tr>
<td>DBA (Doing Business As)</td>
<td>[Note-If No DBA type NONE] *</td>
</tr>
<tr>
<td>Business Phone #</td>
<td></td>
</tr>
<tr>
<td>State of Incorporation</td>
<td></td>
</tr>
<tr>
<td>Business Address</td>
<td>[Please do not enter PO Box] *</td>
</tr>
<tr>
<td>Address 2</td>
<td>[Please do not enter PO Box] *</td>
</tr>
<tr>
<td>City</td>
<td></td>
</tr>
<tr>
<td>State</td>
<td></td>
</tr>
<tr>
<td>County</td>
<td></td>
</tr>
<tr>
<td>Zip</td>
<td></td>
</tr>
<tr>
<td>Date Business Established</td>
<td>(mm/dd/yyyy) *</td>
</tr>
<tr>
<td>Business Website URL</td>
<td>- (If no website please type none.com) *</td>
</tr>
</tbody>
</table>
## Business or Organization Demographics

- **Who is your customer base?**
  - B2B
  - B2C
  - Both

- **What type of business is it?**
  - Personal Services
  - Business Services
  - Auto repair and Services
  - Amusement and Recreation
  - Health Services
  - Professional

- **NAICS Code**

- **Women-Led Business**

- **Disabled**

- **Race**

- **Ethnicity**

- **Franchise**

- **Veteran**

- **What does your business do?**
  - Manufacturer
  - Manufacturer: Sells Products
  - Service Business
  - Educational
  - Construction Business
  - Transportation/Communication
  - Arts
  - Engineering
  - Unknown

- **Tell us more.**
  - Legal
  - Social
  - Click here to find out more about these options.
How can we help you

This area is all about how you plan to use funds. Choose one but if awarded, monies can be used for all the eligible expenses we discussed earlier.
Disclosures- Business Applications

1) Is your business 51% Minority or veteran-owned? (Minority/Person of Color-Owned Small Business” means the following racial or ethnic groups (as identified by the applicant): African-American/Black, Asian, Native American or Alaska Native, Native Hawaiian or Pacific Islander, or LatinX/Hispanic.)

2) What was the gross revenue for your business for April 1st, 2019 - September 30th, 2019?
   Total Income for Quarter 2 and Quarter 3 (2019)

3) What was the gross revenue for your business for April 1st, 2020 - September 30th, 2020?
   Total Income for Quarter 2 and Quarter 3 (2020)

4) Is your business currently in need of business advising or technical assistance services?

5) Is your business currently in need of a business loan?

6) During 2020 or 2021, has your business received any COVID-19 related emergency funding?
Disclosures- Nonprofit Applications

1) At least 51% of the non-profits revenues are derived from services in the following categories: emergency food provisions, emergency housing stability, childcare, and workforce development.

2) The nonprofit serves >51% of clients that identify as low-to-moderate income, based HUD household income guidelines for California.

3) The non-profit was in operations on or before June 1st, 2019.

4) What was the gross revenue for the non-profit for April 1st, 2019 - September 30th, 2019?
   Total Income for Quarter 2 and Quarter 3 (2019)

5) What was the gross revenue for the non-profit for April 1st, 2020 - September 30th, 2020?
   Total Income for Quarter 2 and Quarter 3 (2020)

6) During 2020 or 2021, has your business received any COVID-19 related emergency funding?
Document Uploads and Application Certifications

APPLICATION CERTIFICATION DOWNLOADS

FOR-PROFIT BUSINESSES

NON-PROFIT ORGANIZATIONS

result of the COVID-19 pandemic, making the grant request made in the Applicant's application necessary to support the ongoing operations of the Applicant.

5. If a grant is received by the Applicant, such grant funds will be used only to cover one or more of the following costs and/or expenses of the Applicant:

(a) employee expenses including payroll costs, health care benefits, paid sick, medical, or family leave, and insurance premiums;

(b) working capital and overhead, including rent, utilities, mortgage principal and interest payments (excluding mortgage prepayments), and/or debt obligations, including principal and interest, incurred before March 1, 2020.

4. The Applicant's organization has been adversely impacted by COVID-19 and the health and safety restrictions have resulted in business interruptions, business closures, or similar impacts incurred as a result of the COVID-19 pandemic, making the grant request made in the Applicant's application necessary to support the ongoing operations of the Applicant.

5. If a grant is received by the Applicant, such grant funds will be used only to cover one or more of the following costs and/or expenses of the Applicant:

(a) employee expenses including payroll costs, health care benefits, paid sick, medical, or family leave, and insurance premiums;
Document Uploads and Application Certifications

HOW TO UPLOAD DOCUMENTS TO THE PORTAL

INSTRUCTIONS

1. Select a document type and click the down arrow to expand its folder.

2. Click "Browse Files" to locate the document on your device. The file size must be under 15MB. If your file is larger than 15MB, you may split the document and upload multiple files for it.

3. After you have selected a file from your device, it will appear in the folder. If your document is password protected, enter the password so that it can be viewed. If no password is required, leave the field blank. Click "Upload Documents" to upload the file to the Portal.

4. Once the file has been successfully uploaded to the Portal, the status for your document will change from PENDING to COMPLETED.
TIP #1 - USE GOOGLE CHROME.

Throughout the entire application process, please use **Google Chrome only**.

Using other web browsers, such as Internet Explorer, Firefox, Safari, and Bing, may disrupt your application process.

[Click Here to Download Google Chrome](#)

TIP #2 - USE A VALID EMAIL ADDRESS.

Please make sure you are using a valid email address when applying. You will receive updates and additional instructions at the email address you provide.

**IMPORTANT NOTE** - The following email addresses will **not** be accepted and recognized in our system:

1. Emails beginning with **info@**
   Example: info@mycompany.com

2. Emails ending with **@contact.com** or **@noreply.com**
   Example: example@contact.com
   Example: example@noreply.com
All documentation must be provided in an electronic form for online upload, such as PDF/JPEG or other approved upload format. The electronic form must be clear, aligned straight, and contain no disruptive backgrounds.

If you do not have a scanner, we recommend using the following free mobile apps:

**Genius Scan**
Apple | [Click Here to Download](#)
Android | [Click Here to Download](#)

**Adobe Scan**
Apple | [Click Here to Download](#)
Android | [Click Here to Download](#)
TIP #4 - MAKE SURE YOUR APPLICATION IS COMPLETE.

You must submit a **completed** application in order to move to the next stage and upload documents.

HOW TO CHECK IF YOUR APPLICATION HAS BEEN COMPLETED

**INCOMPLETE**
If your application is unfinished, your status will say “**INCOMPLETE**”. you will need to click “**Edit Application**” to complete it before you can upload documents.

**PENDING DOCUMENT UPLOAD**
If your application has been completed, your status will say “**PENDING DOCUMENT UPLOAD**”. Click “**Upload Documents & Bank Info**” to upload required documents.

**IMPORTANT NOTE:** The status will remain “Pending Document Upload” after you have completed this step.
TIP #5 - CLEAR YOUR CACHE.

Your browser contains cookies, which may remember data that was previously used to complete the application and old passwords. This may cause errors such as “User not found” or “Incorrect Password” when logging into the Portal.

Clear your cache to delete old data from your web browser.

HOW TO CLEAR YOUR CACHE

1. Go to your web browser settings by click the three dots in the upper right corner, and then go to settings.

2. Go to “Privacy and Security”, and then select “Clear Browsing Data”.

3. Select “Clear Data”.

![Chrome settings](image1.png)

![Clear browsing data](image2.png)
TIP #6 - USE INCognito MODE.

To prevent your web browser from remembering old data, use Incognito or Private Mode.

HOW TO SET YOUR BROWSER TO INCognito MODE

Click the three dots in the upper right corner of your web browser, and then select “New incognito mode”. Your browser will open a new window.
Need Help?

Contact Our Call Center:
888-612-4370

Call center hours:
Monday – Friday
7:00 AM – 7:00 PM PST
Frequently Asked Questions

I cannot login to upload my documents: Be sure you have login under the portal you created your account and with your application login credentials.  
https://californiansforthearts.mylendistry.com/#/login

I’m not comfortable giving my Social Security number or DOB. Bank Info. What should I do?  
Unfortunately, the program requires this information from the applicant.

I’m an independent contractor/gig artist - am I eligible? Yes!  As long as you are filing your 1040 Schedule C and have your 1099’s.

I received funding from both PPP and EIDL, can I still apply for the Relief Grant?  
Yes, provided that you have eligible expenses not already funded by either of these sources.
Partner Contact Information/Additional Resources

https://www.californiansforthearts.org/ca-relief-grant-program
reliefgrant@californiansforthearts.org
(916) 905-5397

Portal Link: https://californiansforthearts.mylendistry.com/#/login

https://www.californiansforthearts.org/membership